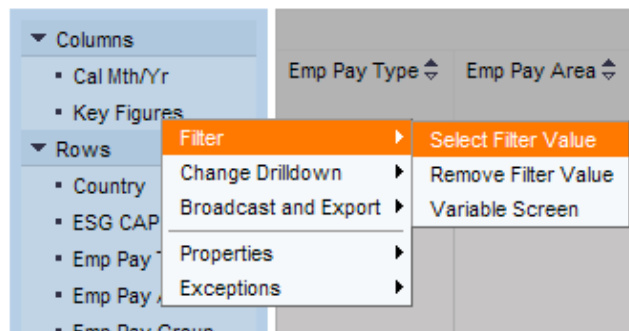
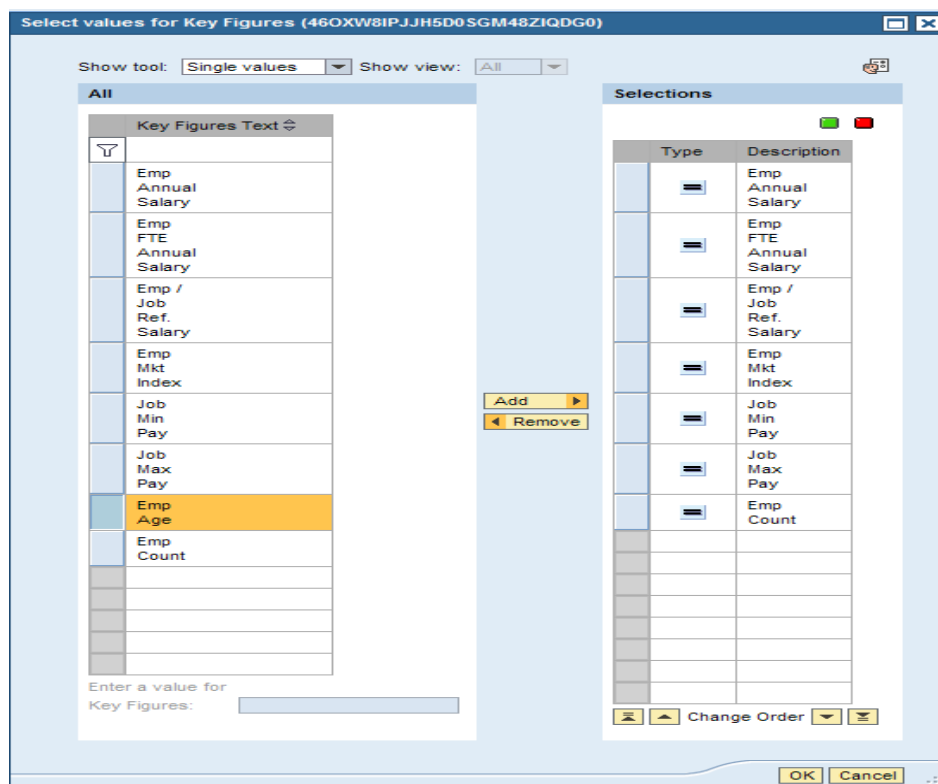


How do I “turn on” hidden key figures?

Age is now available on the B0088-2 report so that agencies can provide required information to the Office of State Personnel. Here are instructions to add the age field by turning on hidden key figures.



Step 1 On the report output screen, move your mouse over to the Columns section in left navigation pane, point at the Key Figures element and left-mouse click. Then click on Filter->Select Filter Value.



Step 2 You will see a selection box containing all of the key figures available for the report. Highlight the key figure on the left-hand side you want to display and click on “Add” to move it to the right side “Selections” box.

Select values for Key Figures (460XW8IPJH5D0SGM48ZIQDG0)

Show tool: Show view:

All

Key Figures Text

<input type="checkbox"/>	Emp Annual Salary
<input type="checkbox"/>	Emp FTE Annual Salary
<input type="checkbox"/>	Emp / Job Ref. Salary
<input type="checkbox"/>	Emp Mkt Index
<input type="checkbox"/>	Job Min Pay
<input type="checkbox"/>	Job Max Pay
<input type="checkbox"/>	Emp Age
<input type="checkbox"/>	Emp Count
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Enter a value for Key Figures:

Selections

Type	Description
<input type="checkbox"/>	Emp Annual Salary
<input type="checkbox"/>	Emp FTE Annual Salary
<input type="checkbox"/>	Emp / Job Ref. Salary
<input type="checkbox"/>	Emp Mkt Index
<input type="checkbox"/>	Job Min Pay
<input type="checkbox"/>	Job Max Pay
<input type="checkbox"/>	Emp Count
<input type="checkbox"/>	Emp Age
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Change Order

OK Cancel

After clicking the “OK” button, you should then see the additional key figure show up in the layout of your report.

October 2008							
Emp Annual Salary	Emp FTE Annual Salary	Emp / Job Ref. Salary	Emp Mkt Index	Job Min Pay	Job Max Pay	Emp Age	Emp Count
35,962.00	35,962	35,807	1.00	23,316	42,896	47	1
43,595.00	43,595	35,807	1.22	23,316	42,896	56	1
37,675.00	37,675	35,807	1.05	23,316	42,896	35	1
31,507.00	31,507	26,157	1.20	23,316	42,896	48	1
35,711.00	35,711	30,604	1.17	23,316	42,896	25	1
36,583.00	36,583	30,604	1.20	23,316	42,896	35	1
36,227.00	36,227	30,604	1.18	23,316	42,896	52	1
34,087.00	34,087	30,604	1.11	23,316	42,896	35	1
36,542.00	36,542	30,604	1.19	23,316	42,896	57	1
36,583.00	36,583	30,604	1.20	23,316	42,896	54	1
37,618.00	37,618	30,604	1.23	23,316	42,896	37	1
34,250.00	34,250	30,604	1.12	23,316	42,896	29	1
45,739.00	45,739	46,880	0.98	36,213	67,886	56	1
47,736.00	47,736	46,880	1.02	36,213	67,886	35	1
79,560.00	79,560	80,640	0.99	37,980	103,918	53	1
70,840.00	70,840	80,640	0.88	37,980	103,918	33	1
86,840.00	86,840	80,640	1.08	37,980	103,918	56	1
77,190.00	77,190	80,640	0.96	37,980	103,918	46	1
88,577.00	88,577	80,640	1.10	37,980	103,918	57	1